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*BY ORDER OF THE CHIEF, NATIONAL GUARD BUREAU*

*ANG INSTRUCTION 40-103*
*16 JULY 1995*

*Medical Services*

# *MEDICAL SUPPORT TO GEOGRAPHICALLY SEPARATED UNITS (GSUs)*

This instruction outlines the responsibilities of Air National Guard (ANG) Medical Squadrons (MDS), Geographically Separated Units (GSUs), and State Air Surgeons (SAS). Medical support to GSUs is the joint or designated responsibility of MDS commanders, GSU commanders, and the SAS. It identifies the responsibilities of the MDS commander providing medical support to GSUs, GSU commanders requiring medical support and training, and SAS for medical oversite. It outlines requirements for the training of medical personnel assigned to GSUs. It applies to all ANG MDSs supporting GSUs and all ANG GSUs who have medical personnel attached or assigned. Send comments and suggested improvements on AF Form 847, *Recommendation for Change of Publication,* through appropriate channels to ANGRC/SGN, 3500 Fetchet Ave, Andrews AFB MD 20331-5157.

## *SUMMARY OF CHANGES*

This is the initial publication of ANGI 40-103, and replaces NGR (AF) 168-9, *Medical Support of Mission Support and Geographically Separated Units*, 28 Feb 90.

## *Section A -- Responsibilities*

**1. Air National Guard Readiness Center (ANGRC):**

1.1. ANGRC/SG:

1.1.1. Establishes and reviews policy and objectives.

1.1.2. Gives professional and technical guidance on medical support being provided, and training of medical personnel assigned to GSUs.

1.1.3. Conducts biennial Independent Duty Medical Technician (IDMT) Staff Assistance Visits (SAVs), if required.

**2. State Responsibilities:**

**2.1. SAS:**

2.1.1. Will assist the MDS and GSU commanders in resolving any problems encountered in accomplishing appropriate medical support.

2.1.2. Will, on an annual basis, conduct SAVs to review GSU medical support requirements and provide guidance, as necessary. Reports of these SAVs will be forwarded to ANGRC/SG, 3500 Fetchet Avenue, Andrews AFB MD 20331-5157.

**3. Base-Level Responsibilities:**

3.1. MDS Commander:

3.1.1. Is responsible for planning and providing medical support for GSUs assigned to their ANG base for support services.

3.1.2. Will provide support within the limits of the resources available and clearly defined in a MOA (Air Force Instruction 25-201, *Support Agreement Procedures.*

3.1.3. Will be directly involved in making EMS arrangements for GSUs over which he or she has support responsibility.

3.1.4. Will be involved in the annual training and exercise planning to ensure that appropriate and adequate medical support is incorporated.

3.1.5. Will make arrangements to ensure BES and Public Health support is provided as required by the GSU mission. This support should include, but is not limited to, industrial shop evaluations, occupational medicine requirements and medical intelligence briefings.

3.1.6. Will determine the equipment necessary to support the OLs and should maintain accountability for all medical equipment and supplies.

**Supersedes NGR (AF) 168-9, 28 Feb 90**
**OPR: ANGRC/SGN (TSgt R. Gower Jr.)**

**Certified by: NGB/CF (Col P. S. Kimmel)**
**Pages: 4/Distribution: F**

3.1.7. Is the rating official for the Senior OL medical officer and is responsible for completion of the member's Officer Performance Report (OPR).

3.1.8. Will ensure medical personnel assigned to GSUs will be included in the annual training plan of the Host Medical Treatment Facility (HMTF). IAW ANGI 40-101, *Annual Training and Planning Requirements and Procedures.*

3.1.9. Will ensure a complete and correct Provider Credential File (PCF) is maintained IAW AFI 44-119, *Medical Service, Quality Improvement and Risk Management.*

3.1.10. Will ensure physicians assigned to GSUs (if any) are properly privileged to function as such at the GSU.

3.1.11. Will manage civilian health care for GSU members as defined in AFI 41-101, *Obtaining Civilian Medical and Dental Care.*

3.2. GSU Commander:

3.2.1. Will work closely with the MDS commander in identifying medical services needed.

3.2.2. Will identify realistic service requirements necessary to support the GSU mission.

3.2.3. Will keep the MDS commander informed about medical conditions within their command that would require his or her attention.

3.2.4. Will work with the MDS commander to make arrangements for EMS within the local civilian community.

3.2.5. Will coordinate with the MDS commander on training requirements for medical personnel assigned to their unit.

3.3. Medical Personnel Assigned to OLs or GSUs:

3.3.1. Physicians:

3.3.1.1. Will serve as the medical liaison to the GSU commander.

3.3.1.2. Will oversee and/or arrange for the training of all medical personnel (i.e., OJT/clinical skills, CDCs, etc.)

3.3.1.3. Provide emergency care IAW NGR (AF) 160-03, *ANG Medical Unit Mission Treatment Function and Emergency Response Capability.*

3.3.1.4. Will be trained in Advanced Cardiac Life Support (ACLS) and attend refresher training every two years.

3.3.1.5. Will be trained in Advanced Trauma Life Support (ATLS) and attend refresher training every four years..

3.3.2. 4NOX1 Medical Service Personnel:

3.3.2.1. When deployed, will serve as the medical liaison to the GSU commander, in the absence of an assigned physician.

*3.3.2.2. When the unit manning document (UMD) reflects the Air Force Specialty Code (AFSC) 4NOX1-Special Experience Identifier code 496 (SEI 496), the individual assigned is authorized to be IDMT trained. The IDMT must be credentialed through a designated USAF MTF.

3.3.2.3. Will maintain National Registry of Emergency Medical Technicians - Basic (NREMT-B) certification.

3.3.2.4. Will be trained in Advanced Pre-hospital Trauma Life Support (PHTLS), or Advanced Basic Trauma Life Support (BTLS).

3.3.2.5. ACLS training is highly encouraged.

3.3.3. Certification of IDMTs:

3.3.3.1. The designated Active Duty (AD) HMTF physician preceptor recommends, and the chief of hospital or clinic services certifies, that each IDMT is qualified to treat minor medical and dental illnesses IAW the command's published medical and dental illness list and HMTF written treatment protocols. The HMTF will give a copy of the medical and dental protocols to the IDMT. The IDMT will maintain a file copy of the protocols.

***Section B -- Health Care***

**4. Responsibilities:**

4.1. MDS/GSU:

4.1.1. The MDS/GSU commanders will establish a cost effective means of providing medical services, while minimizing interruptions to training and mission accomplishment at the GSU.
4.1.2. GSUs will obtain medical support from the ANG MDS in the same manner as every other ANG base unit.

4.1.3. GSUs noncollocated (in excess of a 40-mile radius) will derive medical support from the nearest military medical unit or from preapproved civilian sources, whichever is more cost-effective.

4.1.4. If fully justified, MDS commanders may consider requesting the establishment of an Operating Location (OL) at selected GSUs.

4.1.5. Laboratory procedures may be accomplished locally, provided that the technicians performing the testing have had the appropriate training; or may be contracted, provided that the supporting MDS commander approves and is kept informed of the quality and quantity of the procedures performed.

4.1.6. The supporting MDS commander will ensure that all required immunizations are administered in a timely manner.

4.1.7. Supporting MDS commanders are responsible for establishing, overseeing, and ensuring the implementation of operating procedures and protocols for medical personnel attached to GSU type units.

4.1.8. Immunizations will be administered by medical personnel, and under all circumstances, only while a PHYSICIAN is present. The proper medical supplies and life support equipment to respond to an aphylactic reaction must also be available. Immunizations administered at the GSUs may be consolidated and scheduled on a quarterly basis.

4.1.9. To minimize the impact on mission support requirements, and with the concurrence of the GSU and medical facility commander, periodical physical examinations can be scheduled on a quarterly basis.

4.1.10. Dental examinations for GSU personnel will be conducted and documented IAW AFI 47-101, *Managing Air Force Dental Services.*

4.1.11. The MDS is the medical records custodian. Medical records for personnel assigned to GSUs will be maintained at the MDS. MDS commanders may elect to maintain medical records at OLs, provided the records are stored, secured, and maintained by qualified medical personnel IAW AFI 41-210, *Patient Administration Functions.*

4.2. OLs:

4.2.1. Medical personnel physically located at OLs and funded under Program Element Code (PEC) 58221, will be assigned to the supporting medical unit and attached to the OL.

4.2.2. OL medical personnel should be considered and included in medical readiness training exercises.

4.3. The Functions of OLs are generally limited to:

4.3.1. Physical examinations.

4.3.2. Immunizations, only when a physician is present, and supported by appropriate medical supplies and life support equipment.

4.3.3. Performing emergency life saving procedures IAW NGR (AF) 160-03.

4.3.4. Guidance on Self-Aid and Buddy Care (SABC) training for GSU personnel, if needed.

4.3.5. Laboratories operated at OLs will comply with the requirements of AFI 41-120, *Medical Resource Management Operations;* AFI 44-135, *Clinical Dietetics;* and AFI 46-102, *Nursing Care.*

***Section C -- Training***

**5. Medical Personnel assigned to GSUs and OLs:**

5.1. The MDS commander is responsible for the professional training of ALL medical personnel assigned to OLs and GSUs.

5.2. General Training Requirements:

5.2.1. Unit Task 1 Code (UTC) tasked medical personnel will be given frequent opportunities to train in field medicine and should deploy with their unit of assignment during Annual/Field Training Exercises.

***Section D -- Credentialing***

**6. Medical Personnel Assigned to GSUs/OLs:**

6.1. Physicians:

6.1.1. The MDS commander or Director of Base Medical Services (DBMS) is responsible:
6.1.1.1. For the privileging of assigned health care providers. The PCF must be maintained at the MDS.

6.1.1.2. For assigning an ANG physician preceptor to act as an alternate to the AD physician preceptor, when necessary to support IDMT personnel.

*Section E -- Resources*

**7. Medical Resource Management:**

7.1. The supporting MDS commander, supporting comptroller, and GSU commanders determine which unit submits the Medical Resource Management Report (IAW ANGI 41-101).

7.2. All medical equipment located at OLs or GSUs will be maintained and calibrated IAW current applicable ANG and USAF instructions.

7.3. A MOU will be initiated between the supporting medical unit, OLs and GSUs, to identify services that the medical unit will provide. Agreements should be comprehensive, and include the requirements for Bioenvironmental Engineering Services/Environmental Health, and Occupational Medicine.

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